



JONATHAN E. FIELDING, M.D., M.P.H.
Director and Health Officer

JONATHAN E. FREEDMAN
Chief Deputy Director

313 North Figueroa Street, Room 806
Los Angeles, California 90012
TEL (213) 240-8117 • FAX (213) 975-1273

www.publichealth.lacounty.gov




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June 20, 2012

TO: Each Supervisor

FROM:  Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **REQUEST TO AMEND EXISTING INFORMATION TECHNOLOGY
SUPPORT SERVICES MASTER AGREEMENT WORK ORDER 04-817**

This is to notify you of the intent of the Department of Public Health (DPH) to request the Internal Services Department (ISD) to amend the Information Technology Support Services Master Agreement (ITSSMA) Work Order 04-817 with Business Information Systems Computer Solutions, Inc., to extend the term through December 31, 2012, and increase the total maximum amount by \$50,000 from \$450,020 to \$500,020.

DPH is responsible for the ongoing development, deployment, and maintenance of the Los Angeles County Public Health Information Network architecture. This system infrastructure has been established to support bioterrorism preparedness and response initiatives. One of the critical systems required to support local, state, and federal preparedness initiatives is the Information Management System (IMS) to manage and distribute the Strategic National Stockpile (SNS). IMS manages a cache of medications and pharmaceuticals provided by the federal government in the event of a disaster. BIS Computer Solutions completed the base implementation, enhancements, and deployment of the IMS in accordance with local SNS needs and requirements, including improvements to overall system usability and performance.

The scope of work for this Amendment will include technical support and implementation of corrective actions associated with the lessons learned from the August 2, 2011 SNS-IMS exercise; development of reports to be utilized by the Department Operations Center (DOC) to include shipping/receiving activities, regimes/usage, and current stock levels; development and support of enhancements for the DPH's materials management activities in day-to-day inventory tracking and reporting needs, including tracking of emergency response assets; and enhanced ad hoc reporting and data interface capability with related inventory management systems, such as the Centers for Disease Control Inventory Management System, California Department of Public Health Inventory Management System, BarScan System, and Pharmacy and Inventory Labeling System (PILS). These critical enhancements will improve the interface capabilities of the system, provide specific functionality to meet Centers for Disease Control and Prevention emergency

preparedness grant requirements, provide critical support for field-based Point-of-Dispensing (POD) operations, and develop an all-encompassing department inventory tracking tool. The Office of Administrative Deputy and the SNS Project Support Team will assist with the technical design and implementation of core elements of this initiative and will direct the vendor through this next development phase.

JUSTIFICATION

This Amendment will provide DPH and its Emergency Preparedness program with the short term development resources required to complete key functional and technical enhancements to IMS in accordance with local, state, and federal response requirements. Failure to continue these services will hamper efforts to modify IMS to comply with federal grant requirements and limit the Department's ability to respond efficiently and effectively to public health emergencies within the jurisdiction.

DPH will not request any additional increase in dollar amounts for this Work Order. If services are required for future development efforts, DPH will develop a Board-approved contract for consulting services.

The consultant's hourly rate for this Work Order will remain the same through the extended term of the Work Order. Sufficient funds for this initiative are available in DPH's FY 12-13 budget.

NOTIFICATION TIMELINE

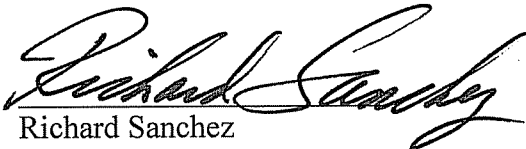
Consistent with ITSSMA policies and procedures, I am informing your Board of my intention to extend the term of this Work Order and increase the maximum dollar amount for a final time. If no objection is received from your Board in ten business days upon receipt of this Board notification, I will request ISD to proceed with the amendment of this Work Order.

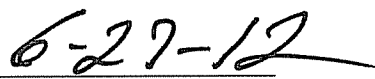
If you have any questions or require additional information, please let me know.

JEF:jg

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Chief Information Officer
Director, Internal Services Department

REVIEWED BY:


Richard Sanchez
Chief Information Officer


Date